

**VILLAGE OF NORTHFIELD
BOARD OF TRUSTEES
Minutes of July 10, 2007**

- I. **ROLL CALL:** Chair Jim Wilson, Trustees Samantha Baraw, Libby Hambleton, Thomas McCarney, and Richard Sutor. Also present were Village Manager Nanci Allard, Kathleen Lott (*Northfield News & Transcript*), Evan Dietrich (Dubois & King, Inc.), Superintendent of Public Works William Lyon, Planning Commission Chair Stephen Fitzhugh, and Jane Bryant.

Chair Wilson called the meeting to order at 7:00 p.m.

- II. **PUBLIC PARTICIPATION (Scheduled):** None

III. **ACTION ITEMS**

a. **Approval of Minutes**

1. **June 26, 2007 (Regular Meeting):** Motion by Trustee McCarney, seconded by Trustee Sutor, to approve the minutes. **Motion passed 5-0-0.**

Without objection, the regular meeting was suspended at 7:01 p.m. for the purpose of holding an **Informational Hearing** on the **Northfield Village Common Planning Project**. Engineer Evan Dietrich (Dubois & King, Inc.) stated that he was contacted by Superintendent Lyon to resubmit the application for VTrans. Last year, there were sixteen (16) grants and Northfield was ranked at number seventeen (17). When Mr. Dietrich had asked why we were not selected, he was told that Northfield had just received a grant and the State wanted to spread the wealth around; VTrans was also concerned about the cost of the wall. It was recommended that we revise the application and resubmit. Mr. Dietrich has revised the application as per the guidance of VTrans. The grant request is \$305,000; it is an 80-20 State/Local split. Manager Allard has already signed the application. Jane Bryant asked for information on the grant. The grant is available for review from the Manager's Office. Ms. Bryant questioned why we were starting with the phase including the retaining wall. It was previously discussed; this is seen as a safety issue. Stephen Fitzhugh questioned putting utilities underground. It would cost \$300,000 and Northfield would be responsible for the entire cost. This was not something we're interested in at this time. As there were no further comments, the Informational Hearing closed at 7:16 p.m.

b. **Approval of Bills**

1. **Warrant #02-08.** Motion by Trustee Hambleton, seconded by Trustee Sutor, to approve Warrant #02-08 in the amount of \$307,130.37. **Motion passed 5-0-0.**
2. **Warrant #02-08A.** Motion by Trustee Sutor, seconded by Trustee McCarney, to approve Warrant #02-08A in the amount of \$314.50. **Motion passed 5-0-0.**

- c. **Village Common Planning Project.** Please see the Informational Hearing above. No action is required at this time.

- d. **Extension of Permission for Farmers Market.** The minutes from May 8, 2007 indicated that the Board granted approval for a trial period of sixty (60) days. This period has expired. Motion by Trustee McCarney, seconded by Trustee Sutor, to extend the approval to November. **Motion passed 5-0-0.**

- e. **Zoning Board of Adjustment Appointment.** There was a memo in the packets from Zoning Administrator Michele Braun. She has received a letter of interest from William Smith for the vacancy on the ZBA. Motion by Trustee Sutor, seconded by Trustee McCarney, to concur with the Selectboard to appoint Mr. Smith to the ZBA. **Motion passed 5-0-0.**

f. **Village Tax Rate:**

1. **Resident (Homestead).** Motion by Trustee McCarney, seconded by Trustee Sutor, to approve the Homestead tax rate at \$2.3376, setting the Village General rate at .3800. **Motion passed 5-0-0.**
2. **Non-resident.** Motion by Trustee McCarney, seconded by Trustee Sutor, to approve the non-residential tax rate at \$2.4257, setting the Village General rate at .3800. **Motion passed 5-0-0.**

- g. **Casella Service Contract:** The current wastewater disposal contract was up for renewal and Water and Sewer Department Foreman Patrick Demasi found a better contract price. The Board would like clarification on the "Special Instructions" section on the contract. The Board is unsure whether the additional \$5 is per load or per ton, etc. Motion by Trustee Sutor, seconded by Trustee McCarney, to approve the new Casella Service Contract provided the charge is \$5 per load, and, if it is more than that, the Manager should get back to the Board. **Motion passed 5-0-0.**

IV. REPORTS

a. Village Manager

1. **Green Mountain Power.** Two contracts with GMP are being reviewed. Manager Allard will provide the Board with information if changes need to be made.
2. **Village Forest.** Tree Warden Russ Barrett will be here at the next regular meeting.
3. **Water and Sewer Rates.** A draft copy of proposed water and sewer rates were distributed. The rates will be on the next agenda for approval.
4. **Village Union Contract.** There were some minor changes to the Union contract to change the dates, etc. Motion by Trustee Sutor, seconded by Trustee McCarney, to reaffirm to authorize the Chair and Manager to sign the revised contract. **Motion passed 5-0-0.**

b. Committee Reports

1. **Inter-Local Agreement Committee.** There will be a meeting next Tuesday night (07/17/07), followed by a Special Trustees Meeting in order to discuss the Water Project.
2. **Purchasing Policy.** There was a proposed purchasing policy sent out and we're looking for feedback on this policy. Comments can be emailed for next meeting. Manager Allard did not have specific comments other than concerns that certain restrictions may unreasonably slow the purchasing process.
3. **Merger Committee.** There is no meeting this month.

c. Miscellaneous

1. **Efficiency Vermont Project update.** There is a meeting next week.
2. **Northfield Observances.** Northfield Observances is requesting permission for the Common to be closed for Labor Day festivities, no parking from Crescent to Kenyon's Hardware on the day of the parade (09/03/07), and permission for the banner. There is no request for permission for electricity. Motion by Trustee Sutor, seconded by Trustee Hambleton, to approve the Northfield Observances request as normally done, including electricity, etc. **Motion passed 5-0-0.**

V. PUBLIC PARTICIPATION (Unscheduled):

- a. **Steve Fitzhugh, Planning Commission Chair.** Mr. Fitzhugh first stated that he had received excellent customer service through the Northfield Electric Department – thank you! In addition, the Planning Commission approved the Common permits for the Arts Council; they approved two signs but not the third sign by the Gray Building. Many people would like to advertise there but a solution is needed for these off-premises (different from the site where the event will be held) signs.
- b. **Abandoned Vehicle.** There is an abandoned vehicle on Village property on Water Street before the corner to Union Street. There was discussion regarding the parking places for that rental units there; there are several vehicles that park in that same area on Village property. We would like to know if the apartment buildings have the required parking spaces. We had granted permissions for public parking at that area when a business was there. We are unsure if those permissions have changed. The Police Department will take care of the abandoned vehicle. The Board would like a status report on this from the Police Department and Zoning Administrator.
- c. **Vandalism.** There was a note in the *Northfield News & Transcript* on vandalism to the wellfield gate. The Manager did not have an update on this. The Board would like more information on this.

VI. ADJOURNMENT: Motion by Trustee Sutor, seconded by Trustee Hambleton, to adjourn. **Motion passed 5-0-0.**

The Board adjourned at 8:39 p.m.

Respectfully submitted,

Samantha H. Baraw

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next regular meeting.